

Guidelines for Trip Leaders



Los Alamos Mountaineers
Autumn 2010

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First Edition, Autumn 2010, By Bill Priedhorsky and Rick Light

Being a Leader

It might seem that the leader of a Los Alamos Mountaineers (LAM) outdoor adventure has a lot on his or her hands: organizing details, recruiting participants, checking qualifications, coordinating equipment, travel, and accommodations, navigating, watching over safety, and making it fun. But it is not that hard. It all boils down to just five steps, per the figure below. Let's talk about the way they apply, starting with a simple day trip.



Putting Together a Day Trip

Identify Goals

Some of the most popular Mountaineer outings are simple day trips. Living here in Los Alamos, we have numerous options, both winter and summer, for outings within an hour or two of home. Do a little homework – check the guidebooks, talk to folks who have done the trip – so that you can advertise the trip and its objectives. Exploration is part of the fun. Many trips explore country that is unknown to the leader. If so, advertise the trip as exploratory and tell what you know. See Appendix 4 for a sample trip write-up. Many more can be found on-line at <http://lamountaineers.org>. Your trip write-up can be e-mailed to Bill Priedhorsky (bill@priedhorsky.net) or Jan Studebaker (jstudebaker@gmail.com).

Assemble Participants

Advertise. Pitch your trip at a Club meeting. Talk it up with friends. The most efficient way to collect participants is usually by e-mail. Please be fair and welcoming, but ultimately, as a leader, you can reject a participant for any reason, or no reason at all, and the board will back you up. Keep a trip list to know who is starting with you. Unless you are willing to take all comers, don't advertise the meeting point, but instead share it with participants when you sign them up.

Consider Contingencies

Think about the “what ifs”. What to do if the weather disallows the original plan? What if someone gets injured or becomes ill? What if a vehicle breaks down? What if someone gets separated from the group? The answers tell how to organize your plan and what gear to take.

Agree on a Plan

Make sure that everyone understands the plan. This is harder than it seems – there are innumerable paths to confusion, and every one of them offers an opportunity for complications. You will have agreed on a plan, based on your announcement and e-mail, phone, and in-person discussions. But before you leave the cars, review the details of your trip and ensure that everyone understands them. A great way to keep in touch as the day goes on, especially for an exploratory trip where folks are scouting multiple options, is to carry two-way radios tuned to the Mountaineers channel 3-14.

Enjoy the Outdoors

That's what it's all about. Have fun, and you will infect others. Keep track of where people are, and be sure that everyone gets back to the cars. If the trip is too large to track everyone yourself, delegate to sub-leaders, or assign a leader and a sweep to be the bookends of the hiking column.

Iterate

When things don't go as expected, just follow this diagram around the circle again: do your goals need to be changed due to this new situation? Assemble everyone to review what contingency choices are available. Agree on a new plan, and then enjoy the rest of the trip accordingly.

Suggested Gear List for Day Trips

The best guide for equipment is the classic “ten essentials”. As updated by the Northwest Mountaineers, they include:

Navigation: This incorporates the first two items of the old list: map and compass. The map should be topographical and carried in a waterproof container, such as a large zipper-lock plastic bag. Climbers, scramblers and other off-trail travelers often also carry an altimeter, a most functional route-finding tool in the mountains, and a GPS unit. All of these are worthless, of course, if you don’t know how to use them.

Sun Protection: Includes, hat, sunscreen, sun glasses, etc. This is especially critical on snow. Your sunglasses should provide ultraviolet protection.

Insulation: This one used to be listed as extra clothing, but the new category includes inner and outer socks, boots, underwear, pants, etc. All told, your insulation should allow you to survive the worst conditions that can be realistically expected. Your clothes should not be of cotton, which robs you of heat when wet. Instead, use synthetics such as polypropylene and nylon, or blends of the same with wool or silk. Fact: A hat provides more warmth for its weight than any piece of clothing.

Illumination: The category is the same, although more and more hikers these days are not using traditional flashlights with bulbs, but headlamps with light-emitting diodes. Carry extra batteries to be safe, and if you use a flashlight, an extra bulb.

First Aid Supplies: A first-aid course will help you know how to properly use gauze pads, roller gauze, butterfly bandages, triangular bandages and medicines you should carry.

Fire: This used to include matches in a waterproof container, and those are still good. But many climbers and hikers now carry at least two disposable lighters instead.

Repair Kit and Tools: This category replaces the simple knife, which still is an option, but perhaps in combination with a multitool with pliers. A handy tradition of is to wrap a few feet of duct tape around water bottles or hiking poles.

Nutrition: Carry at least enough food for an extra day and night in the woods. It should require no cooking and store well: granola, jerky, nuts, candy, dried fruit.

Hydration: You can live days without food, but not long without water. In warm weather two liters per person is a good idea. Longer hikes may require more. Iodine tablets or a filter can treat additional water.

Emergency Shelter: If you’re carrying a tent, you’re covered. But on day trips you should at least pack a space blanket, in addition to rain gear. Another option is an extra-large plastic trash bag.

It is good to have a cell phone or two along. Even if they don’t work along one’s path, one can sometimes connect by climbing to a nearby summit. Signal mirrors and whistles are still good ideas.

Organizing a Longer Trip

Identify Goals

For a multi-day trip, the goal might be a central base camp or hut, or it might be a week-long backpack trek. Some of our favorite places, like the Utah canyon country, are special because they offer so many opportunities for spontaneous exploration. Other places, like the Colorado mountains and the Grand Canyon, may offer well-defined destinations that should be planned out in advance.

Assemble Participants

The Mountaineers is a loose group of outdoor enthusiasts with wildly differing levels of experience. When you offer to lead an adventure, a mix of experts and beginners may respond to your trip advertisement. Your challenge is to determine who should go. Rule number one is that the leader determines who gets to go. Please be fair, allowing all competent members an equal chance to participate. For a particularly rigorous trip, or the first trip of a new season, one or more training hikes can help shake out equipment and interactions, and identify any fitness issues.

The safety of the group is paramount. If a particular person will endanger others, they should not go. You can explain your reasons or not. Within your safety envelope, please welcome new faces, encourage them to participate (as safety allows), and invite them to become more involved.

Multiday trips are often planned months in advance. It is disruptive to all when persons drop out at the last minute. Participants are reminded of the seriousness of their commitment when they pay a cash deposit. When the group is committing to a common expense such as lodging or a packer's fee, it is only fair that participants make a significant upfront contribution. We typically refund deposits only when there is no financial impact on the rest of the party, for example when the slot is filled by someone else.

Consider Contingencies

All of the contingencies of a day trip are present for longer trips, and more. Weather predictions are less accurate for longer time spans, and a longer trip may go deeper in the wilderness. The Mountaineers require that all trips have a minimum of four participants. In case of an accident, this allows one person to stay with the injured party, and two to go out for help. For all trips including day trips, someone not participating should know the destination and the deadline for reporting in. If the deadline passes with no word, help should be called. In New Mexico, the central rescue agency is the New Mexico State Patrol.

Agree on a Plan

Driving gets more complicated when the amount of gear increases, and should be arranged before departure day. The leader can organize it, or leave it to participants to organize over the e-mail. More often than not, participants will stay at a motel or lodge overnight before starting the trip. This is a complication, but also a good time to divide up group gear appropriately, and a way to collect any outstanding deposits to reinforce the commitment of participants. Dinner at the lodge, the night before entering the wilderness, is a good time to review plans.

On a multi-day trip with subtrips, dinner is a good time to review options for the next day and seek leaders if there are multiple destinations. Each trip should be overseen by a leader that you trust. It is valuable to jot down who is going with whom.

Enjoy the Outdoors

As trip leader, your attitude will be contagious to all of your trip participants. So have fun yourself! Use humor to lighten up long hikes or strenuous adventures, especially when people are tired. But be kind, not putting anyone down. Bring special treats– chocolate goes a long way. Share your enthusiasm in all that you do – not only words, but actions, emotions, sharing, caring, being present.

Be gentle and allow others to grow. Trust your team. Don't try to control everything that happens on trips, just let the trip unfold. If people make mistakes, be respectful in how you handle things. Remember, you too make mistakes.

Iterate

Just as on day trips, the five-step process can be iterated to handle whatever comes up. Keep an open mind, stay calm, and trust the process as well as your participants. Be willing to give up personal goals for the safety of the group. Delegate as necessary. And remember that you are not expected to know all the answers. Use the collective wisdom of your team. Your priorities should be as follows, and in the order listed:

- Safety and respect for all participants.
- Respect for the wilderness (using Leave No Trace principles).
- Have fun!

Additional ideas can be found among the resources given in Appendix 3.

Suggested Gear Lists for Longer Trips

Gear lists for multi-day backpacking trips

Group Gear:

Group gear for backpacking trips usually includes the things that can be shared so as to minimize weight and bulk, while still maintaining the necessities required for safety of the group. These usually include stoves, fuel, cooking pots, water filters, water containers for camp, bucket(s) or other containers for collecting unfiltered water for boiling, a larger group-focused first aid kit, a light-weight tarp to use as a rain fly over the cooking area, two-way radios, ropes or cord for hanging food bags at night (and possibly other food storage related gear), GPS units, maps, solar showers, and certain food items.

Each trip is different, each group of participants is different, levels of expertise vary, so the list of group gear appropriate for each trip will be specific for that trip and could be very different from other trips. The leader of the trip must decide what makes sense for the terrain, weather, duration of the trip, and the experience levels of the participants.

Some general rules of thumb to help in deciding how much to take in order to minimize weight but ensure safety of the group:

- Choose the type of stoves to take according to the type of cooking to be done. Match stoves with appropriate pots. Choose your stoves also based on the conditions expected on the trip – for example, if going to high altitude or if you will be cooking at temperatures below 20 degrees, you do not want to take canister stoves without regulators. You may need to take liquid gas stoves if newer canister stoves are not available. Similarly, if simmering is needed for cooking, you must choose stoves that can sustain a small flame. Many stoves today are designed for efficient boiling but do not simmer well at all.
- Choose water filtering or purification mechanisms according to the environment you expect to find on the trip. Clear, running mountain streams allow for use of ultraviolet light devices (that require clear water to work) and glass-pack filters (filters that are not field cleanable or require significant flow to backflush the filter for cleaning). On the other hand, if planning to use water that could be muddy or murky, your trip may require prefiltering water through a cloth or coffee filter, the use of alum, and/or the use of a ceramic water filter (field-cleanable requiring little water to clean).
- If tents are left behind, make the decision at the last minute based on final weather predictions. Options remain open if tents are in the cars rather than stored at home. Have participants bring tarps to sleep on if tents are not used. In deciding to sleep under the stars, consider the weather and insects and the trip itinerary,. Be sure to clearly communicate the decision to all participants.
- Two-way radios can make or break a trip when unexpected things happen. If the group is always hiking together these tools are less valuable. But when the group spreads out due to faster and slower hikers, radios can save the day. Be sure all radios are tuned to the same channel and that all participants know how to use them. The Mountaineers standard channel is 3-14. Communicate clearly to everyone how and when the radios will be used, when they should be on or off, how to start and end communication, and who will carry them. Limiting radio communication also helps protect the quiet of the wilderness, and also helps preserve battery life.

Personal Gear:

Personal gear lists are continuously refined with experience. For each trip, decide what functions need to be performed for that trip and take only the gear required for those functions. Within this framework, use the 10 Essentials as “systems” to help you organize your gear into logical units that can be packed together for modular packing. This minimizes frustration in the backcountry. Keeping your gear orderly is important not only for ease of use, but also for efficiency, health, and happiness.

The two lists below are examples for multi-day trips. For a simpler trip, a subset should suffice. The Grand Canyon list shows how the 10 Essentials can be grouped into systems, each of which then can be packed into dedicated stuff sacks. Note that the Hiking System includes what you will be wearing and using while on the trail. Note how some systems overlap with others (e.g. rain gear appears in both the Hiking and Clothing systems). These lists are tools to help us be better organized, carrying less while prepared for the unexpected. Remember that you usually only need a subset of what’s listed here.

Gear list for a multi-day hiking trip to the Grand Canyon:

Hiking System:

- Pack
- Backcountry permit attached to pack
- Rain cover for pack, and extra trash bags
- Camelback, water bottles (for hiking and for in camp)
- Boots, gaiters (if needed)
- Trekking poles (and gloves if needed)
- Instep crampons (as needed)
- Chair or pad (for lunches and evenings, and meditation)
- Day pack (if needed in addition to main pack)
- Extra cord, bear bag or stuff sack, extra straps, etc.
- Clothes to hike in (shirt, pants, underwear, socks, hanky – see Hotel Bag)
- Rain gear (see Clothing System)

Navigation System:

- Compass, GPS, maps, route descriptions, contingency plans

Shelter, Sleeping and Lighting System:

- Tent, fly, footprint, stakes, poles
- Extra tarp or ground cloth
- Sleeping bag, compression sack, silk liner (if needed), pillow or pillow case, ear plugs
- Sleeping pad
- Headlamp and extra batteries, and/or extra headlamp
- Pee bottle
- Clock

Clothing System:

- Rain coat and pants
- Hats (baseball and winter), gloves, neck gaiter
- Down jacket or vest
- Nylon shirt or additional jacket
- Polartec sweatshirt or sweater
- Camp pants, extra shirt
- Underwear, extra hiking socks, camp socks
- Sleeping clothes
- Long underwear

- Camp shoes and/or water shoes as needed
- Swim suit if needed

First Aid, Repair, and Hygiene System:

- First aid kit
- Repair kit: duct tape, moleskin, wire, sewing kit, etc.
- Toiletries (TP, toothbrush, wash cloth, soap, lotion, Purell)
- Plastic Ziploc bags for packing out used TP
- Sunscreen, sun glasses, lotion, bug repellent
- Towel and wash cloth
- Reading glasses

Communication System:

- Signal mirror, whistle
- Two-way radio(s)

Fire System:

- Knife, multitool, fire starter, lighter/matches, etc.
- Stove and fuel
- Cooking pots

Nutrition System:

- Water filter (and large empty bottle if needed)
- Spoon, fork, cup (bowl or plate if needed)
- Medicines
- Energy bars and hiking snacks (ginger, fruit, chocolate, nuts, trail mix, etc.)
- Breakfasts
- Lunches
- Dinners (group food), and soup
- Desserts (group food)
- Camp snacks, cookies, libations, etc.
- Tea and other drinks

Hotel Bag (gear not taken into the Canyon, but used before and after the trek):

- Toiletries
- Medicines
- Sleeping clothes
- Towel, soap/shampoo, and quarters for shower at Rim (if camping at the Rim)
- Hiking clothes (shirt, pants, socks, underwear, hanky)
- Clean clothes for way home
- Warm jacket
- Paperwork (reservations, etc.)
- Money
- Camera
- Paper and pen
- Snacks and drinks for the car

Gear list for a llama-assisted canyon trip

On these trips you can take everything but the kitchen sink.

Personal Gear:

- Lunch food that keeps for several days, such as Canadian bacon or salami, cheese, bagels, lemonade, chocolate bars, dried strawberries, cashews.
- Breakfast food (often, breakfasts are on one's own): granola, tea, coffee, Tang, hardboiled eggs, raisin bagels, honey.
- Dinner supplements (goodies to add if folks look hungry): soup, cheese, cookies.
- Clothes, including Gore-Tex rain parka, socks, hiking boots, Texas or crocs for camp, gloves, skull cap for sleeping, underwear, T-shirts, long sleeve shirt, warm undergarments top and bottom, polar fleece top, sun hat, pants with zip off legs, towel & washcloth, warm hat, rain pants.
- Sleeping gear, including tent, ground cloth, sleeping bag, thermarest pad, and perhaps even a pillow.
- Eating gear, including spoon, fork, cup, bowl, and three water bottles.
- Other comforts, including toilet paper, wet wipes, sunglasses and spares, headlamp and batteries, camera and spare batteries, sunscreen, insect repellent, toothbrush and toothpaste, Swiss army knife, campsuds, books, matches, astronomy charts, rope, hiking poles, fishing gear, and for the ultimate in luxury, a camp chair.
- Cell phone and optional GPS-enabled personal locator beacon.

Group Gear:

- Coleman 2-burner stove and fuel, single burner backup stove,
- pots, fry pan, coffee pot,
- miscellaneous kitchen gear organized in a kitchen box,
 - cutting board, big & small kitchen knives, ladle,
 - dish soap, pot scrubber, paper towels, garbage bags,
- ropes,
- lantern,
- fire starter, saw for firewood,
- sun shower,
- folding water containers, gravity water filters,
- alum to settle turbid water, folding buckets,
- community first aid kit,
- folding shovel for latrine,
- sunshade or tarp for kitchen rain protection,
- folding tables, folding chairs.

Some Thoughts on Coordinating Longer Trips

Sometimes it's the simple things that make a trip most fun and the leader's job easier. Here are some suggestions that help make trip organization have fewer headaches and in general go more smoothly. In all cases, common sense must be the golden rule.

- Clearly define what you want to do, where you want to go, what are the objectives of the outing.
Be clear in your own mind what activities will be happening, in what order, on what day(s) of the trip, and which of the participants will be doing what activities (will the group be divided or all together, etc.). Understand what contingencies may befall each step of the trip. These include: What if the weather disallows the original plan? What if someone gets injured or becomes ill? What if the leader get injured or ill? What if a vehicle breaks down? What if someone gets separated from the group? Such contingencies affect not only the achievement of goals but also the safety and health of the group. For example, what if you don't make it to water as planned? Considering such scenarios at this phase of the trip planning helps you lay out the trip itinerary and overall plan. By doing this now, you avoid problems later on.
- Be willing to give up trip goals and personal goals for the safety and health of the group. There will always be another trip. No peak is worth bagging at the expense of someone's life. If weather or other complications arise, it is the leader's responsibility to assess the situation and decide if it is appropriate to continue as planned or revert to a contingency plan. Basically, if your goal for the trip is to have fun, then such decision points become just another element of the adventure rather than big disappointments or contentious situations.
- Clarify in your mind what participants are appropriate for this event by clearly defining:
 - what wilderness skills are necessary,
 - what physical fitness requirements apply,
 - what personal equipment is necessary,
 - what age group(s) will work best,
 - what social skills are needed, and
 - what leadership skills are required
- Ahead of time, make a list of the categories of group gear necessary for this adventure, including contingencies, and determine if these can be provided by participants or if outside sources are required.
- If overnight accommodations are required, locate the best hotel/condo/camping site and make reservations as early as possible. One approach is to reserve all rooms, then divide the costs of the rooms along with other trip costs. Another is for the leader to choose the location, share the contact information to participants and have them make their own reservations.
- Lay out an agenda of trip planning topics to discuss with participants. For a multi-day backpacking trip, a minimum agenda includes:
 - trip overview (details of trip itinerary)
 - contingency planning for bad weather or unexpected events
 - travel logistics and vehicles, meeting place, lodging reservations
 - hiking logistics --- setting realistic expectations
 - experience levels of participants
 - using time and resources wisely
 - safety of the group --- functioning as a team

- meal planning and food
- group equipment and sharing of resources
 - first aid kits
 - stoves and fuel
 - pots for boiling water, and other cooking utensils as needed
 - water filters, purifiers, buckets, etc.
 - food storage bear-bags and ropes
 - climbing gear (if needed)
 - tarp for cooking area (if weather looks iffy)
 - maps, GPSs, compasses, etc.
 - two-way radios
- personal equipment
- tenting arrangements
- finances
- pre-trip training events
- Ensure that everyone understands the plan and contributes both gear and support. One approach is to have a pot-luck dinner meeting as a trip planning party. People meet face-to-face, and the group begins to bond. E-mail or web chat work well if everyone knows everyone. Bottom line is that all of the necessary trip plans are discussed by the participants, allowing them to buy into the plan and make it their own. This is central to team building and successful handling of contingency situations,. This discussion should happen at least a week, preferably two, prior to embarkation. On more ambitious adventures, planning should take place at least a month in advance.
- Once plans have been laid, guide but let the trip unfold naturally. It is not the leader's job to control. Not only is it almost impossible to do, but it will only mess things up. So set your intentions, do your planning well, then let the trip be the organic entity it is, changing, emerging, developing as it may. Your job is to ride the flow and make decisions en route to ensure everyone's safety and enjoyment. Relax and let it happen!
- It's often nice to have an end-of-trip dinner or even a post-trip party to share pictures and memories together and bring closure to the adventure. Not formal nor organized, just spontaneous and fun.

Organizing Trip Finances

Finance arrangements vary depending on the duration and complexity of the trip and the number of participants. For small trips or day outings, vehicle fuel may be the only expense. For longer trips, hotel arrangements, food, group equipment, and other factors enter into the equation. Here are some tips that might help simplify the money end of things:

- Keep track of all expenses, those you pay for and those that others pay for. After the trip, divide up expenses appropriately among all participants so everyone pays their fair share. That's the general approach. There are variations and exceptions....
- Hotels: On some trips it's just easier to have participants pay for their own rooms rather than the leader controlling this. On other trips, the opposite is true.
- Gas for vehicles: Over the years we've tried a number of approaches. One way is to include gas costs along with all other costs and divide them among all participants. Another approach is to require those riding in each vehicle to pay for the gas consumed by that vehicle. Sometimes the owner/driver of the vehicle is excluded from the gas payment since they are providing the car. This should be decided in advance.
- Freeze-dried meals, fuel for stoves, and other group-and-trip-specific items: discuss these at the planning meeting. In general, it seems to work best if these costs are divided among all participants along with any backcountry-access permit expenses, etc.

- Distribute a summary of expenses and what everyone owes or is due very quickly upon the completion of the trip. Deal with finances in a timely manner or they will be forgotten and someone will not come out even. It is often the trip leader who ends up short in these cases.

Appendix 1: Excerpt from the Mountaineers' Bylaws Regarding Trip Leading

The Club's by-laws date back to its founding in the 1950s. But what made sense then is still very helpful advice today.

- d. All club trips shall be undertaken in a conservative spirit. The objective will be abandoned if circumstances suggest that there is a significant danger of accident.
- e. All participants shall be responsible for their own actions and safety during club activities...
- f. Participants must obtain prior permission of the trip leader for each trip.
- g. Non-members may participate in club activities at the discretion of the leader.
- h. Members shall not undertake private activities that interfere with the goals or are detrimental to the safety and enjoyment of scheduled trips.
- k. No person shall be permitted to participate in a club trip unless that person has on file with the club a duly signed and witnessed waiver.

Section 2. TRIP LEADER

- a. Trip leaders must be club members. Any club member may organize and lead a club trip. The club does not train or certify trip leaders.
- b. The leader shall have authority as to the composition of the party.
- c. The leader shall familiarize himself/herself with the objective, degree of difficulty, the route, and weather conditions and forecasts, and shall share that information with the trip participants. For exploratory trips, the leader shall familiarize himself/herself with the expected terrain and conditions, as well as possible extremes of terrain and conditions that could impact the safety of the trip, and shall share that information with trip participants. For technical climbs, all participants shall be made aware of the rating for the chosen route.
- d. The leader shall prepare a roster of the party and a brief description of the objective and planned route. This is to be left with a responsible person not on the trip, who will be available in the event that this roster is needed.
- e. Every party shall carry such emergency, survival, and first aid equipment as the leader considers necessary.
- f. All trips shall be conducted with due consideration for the desires, interests, and opinions of those participating. However, the leader shall be the final authority on matters of route, safety, and other decisions of a similar nature. However, should a majority of the party wish to abandon the objective, the leader shall concur.

Section 3. TRIP PARTICIPANTS

- a. Each person shall acquaint himself/herself with the nature of the trip and shall verify to his/her own satisfaction that it is within his/her capabilities and experience. ...

b. Each person shall provide himself/herself with the necessary equipment, food, and clothing as recommended by the leader.

c. Each person shall accept the temporary authority of the leader and cooperate with the leader and other participants to make the trip safe and enjoyable.

d. The party shall remain together as a single unit unless it is formally decided to subdivide it. In the latter case, the leader shall appoint a sub-leader for each sub-party ...

Appendix 2: Suggested Gear List for Winter Trips

You can get cold fast, and darkness comes early. A trip far from the road should be prepared for an unplanned overnight. Backcountry winter trips can become complex very quickly. The LA Mountaineers' website (http://lamountaineers.org/Files/Winter_camping_field_guide-2010.pdf) includes a detailed list of equipment necessary for safe winter camping as well as building snow shelters. If you have never camped in snow before, it is not recommended that you lead a winter camping trip.

Appendix 3: Additional Resources

There are many additional resources available to help you come up to speed in various areas. To start with, the DOWNLOADS page of the LAM website (<http://lamountaineers.org/zDOWNLOAD.html>) includes a number of links to course material that support various classes – from canyoneering to backpacking to winter camping. Not only can you learn from these class materials, but they often have good lists of additional references at the end.

In addition to searching for things on the web, the following books are specifically recommended:

- Outdoor Leadership, by John Graham
- AMC Guide to Outdoor Leadership, by Alex Kosseff
- Mountaineering The Freedom of the Hills, by The Mountaineers
- The National Outdoor Leadership School's Wilderness Guide, by Mark Harvey (a NOLS book)
- Wilderness Mountaineering, by Phil Powers (a NOLS book)
- Wilderness First Aid, by Tod Schimelpfenig and Linda Lindsey (a NOLS book)
- The Outward Bound Wilderness First-Aid Handbook, by Jeffrey Isaac

Appendix 4: How to Announce Your Trip

Once you decide on an adventure to lead, please send an email to the LAM Webmaster (Jan Studebaker jstudebaker@gmail.com) or Trip Coordinator (Bill Priedhorsky bill@priedhorsky.net) with the following information included:

- Date(s) and title of the trip
- Who will be leading the trip and the leader's contact information
- The level of knowledge required by participants (Beginner, Intermediate, Advanced), and the level of physical demand required by this adventure (Easy, Moderate, Strenuous)
- An overall description of the trip and a summary of the itinerary
- Any specific additional information that participants need to know (like equipment they need to bring, what time and where to meet, costs involved, weather contingencies, etc.)

Below is an example trip announcement showing how this information is displayed on the web. For more examples see the Mountaineers website (<http://lamountaineers.org>).

September 12, 2009, Sandia Peak La Luz to Tramway Loop Hike

Leader: Joe Leader, joeleader@msn.com, 505-123-4567

(B-I/M-S) Join Joe for a challenging day hike up the La Luz Trail, then ride the famous Sandia Tramway back down from Sandia Crest. Scheduled in September to take advantage of cooler temperatures and some fall color, this trip is located in the Sandia Mountains east of Albuquerque. The terrain changes from desert with granite rock boulders to aspen and conifer forest at the top. There are several dinner options available that will be arranged between the participants on this trip. You may re-convene with your car pool, or end the trip here for a longer stay in Albuquerque on your own.

The combination of the La Luz Trail and the Sandia Peak Tramway is a strenuous 8.5 mile hike with an elevation gain of 3900 feet. The La Luz trail climbs from the base of the mountain to a final elevation of 10,300 at Sandia Peak. We will begin the hike at the Tramway parking lot, and take the Sandia Tram back to our cars in about 15 minutes for a cost of \$17.50 per adult when we reach the top of Sandia Crest. The tram runs from 9 a.m. to 8 p.m. after Labor Day. Nominal parking fees are required to park near the tramway base. No pets or bikes will be allowed on this trip because of the restrictions for the tram.

Bring plenty of water and other hydration, sunscreen, food including some that's a little salty, some clothing layers for possible temperature and weather fluctuations, good hiking shoes, and hiking poles. We will leave promptly at 7:30 a.m. at the "Y" intersection parking lot so we can beat some of the heat on the lower part of the trail. Contact Joe directly to sign up and coordinate car pools. Advance notice required - you will need to have an up-to-date LAM waiver to attend this trip.